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5 May 1961

MEMORANDUM FOR: Chief, Publications Division

SUBJECT: Project Status Reporting

1. Pursuant to the recent general discussion meeting on project status reporting, programming, etc., I am requesting you to undertake the Chairmanship of an ad hoc Project Status Reporting Committee.

2. Membership on the Committee will be as follows:

Pub Div/NPIC -
Army Detach/NPIC -
Navy Detach/NPIC -
Air Force Detach/NPI
CIA Detach/NPIC -
SB/NPIC -
DDD/NPIC -
TIDD/NPIC -

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3. The object of the Committee is to investigate and recommend a project status reporting procedure and medium, i.e., display board and/or machine product for example, which would enable concerned senior NPIC or detachment personnel to determine readily the work or non-work status of all national or departmental projects accepted by NPIC.

4. Copies of this memorandum have been forwarded to the committee designees. Please convene the committee promptly and report out your findings and recommendations to me as soon as practicable.

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Executive Director
National Photographic Interpretation Center

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